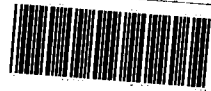




UNITED STATES ENVIRONMENTAL PROTECTION AGENCY

REGION 1

JOHN F. KENNEDY FEDERAL BUILDING  
BOSTON, MASSACHUSETTS 02203-0001



SEMS DocID

594195

Superfund Records Center  
SITE: American Glue & Resin  
BREAK: 11.9  
OTHER: 594195

**URGENT LEGAL MATTER - PROMPT REPLY NECESSARY**  
**CERTIFIED MAIL - RETURN RECEIPT REQUESTED**

1/14/99

P 251 043 389

American Glue & Resin, Inc.  
c/o Ms. Cheryl Auterio  
1 Greenbriar Drive, Suite 304  
North Reading, MA 01864

Re: Request for Information Pursuant to Section 104 of CERCLA and Section 3007  
of RCRA, for the American Glue & Resin Site, Middleton, Massachusetts

Dear Ms. Auterio:

This letter seeks your cooperation in providing information and documents relating to the cleanup of the American Glue & Resin Site in Middleton, Massachusetts ("Site").

The United States Environmental Protection Agency (EPA) is investigating the source, extent and nature of the release or threatened release of hazardous substances, pollutants, and contaminants at the Site. This investigation includes an inquiry into the identification, nature, source, and quantity of hazardous materials transported to or generated, treated, stored, or disposed of at the Site. EPA is also seeking information concerning those persons responsible for the contamination of the Site and their ability to conduct or finance that cleanup.

In order to complete an investigation, EPA requires that you respond fully and completely to the following items which will be used to determine the financial status of American Glue & Resin, Inc. (American Glue & Resin). It is standard practice for EPA to request this information which will be used to evaluate American Glue & Resin's ability to conduct and pay for environmental cleanup:

**LEGAL AND FINANCIAL INFORMATION**

- 1) Complete the enclosed EPA Financial Statement for Businesses Form.
- 2) Provide signed copies of American Glue & Resin's state and federal tax returns for the last five years the company was in business, including all complete schedules, as submitted to the Internal Revenue Service.

**104(e) Request for Information**  
**American Glue & Resin Site**  
**Page 2**

---

- 3) Provide signed copies of American Glue & Resin's audited financial statements for the last five years the company was in business, including income statements, balance sheets and statements of cash flows.
- 4) Provide signed copies of any loan applications filed by American Glue & Resin for the last five years the company was in business..
- 5) Provide copies of all documents relating to the disposal of all corporate property, including but not limited to, all agreements, bills of sale, copies of checks, etc.
- 6) Provide a copy of the articles of incorporation for American Glue & Resin, including any amendments.
- 7) Identify all officers and directors of American Glue & Resin, including current addresses and telephone numbers, from the company's inception until it went out of business.
- 8) Provide a written summary of all actions that American Glue & Resin has taken regarding environmental cleanup at the Site and include copies of all documentation, including but not limited to, cost estimates, receipts, cancelled checks, etc.
- 9) Provide a list, by insurance carrier and policy number, of all American Glue & Resin's comprehensive general liability, umbrella insurance and excess insurance, last in effect.
- 10) If a copy of a policy or the policy number is not available, please provide the name, address and telephone number of the insurance carrier and any other information evidencing the insurance coverage.

**INFORMATION ABOUT OTHERS**

- 11) Identify those people who assisted in the preparation of the response to these questions. For each person, provide the following: name, address, and telephone number.
- 12) Identify all documents consulted, examined, or referred to in the preparation of the answers to this information request and provide copies of all such documents.
- 13) If you have any reason to believe that there may be persons able to provide a more detailed or complete response to any part of this information request or who may be able to provide additional responsive documents, identify such persons.

Authority to require submission of this type of information has been given to EPA by Congress under Section 104(e) of the Comprehensive Environmental Response, Compensation and

**104(e) Request for Information**  
**American Glue & Resin Site**  
**Page 3**

---

Liability Act, (CERCLA), 42 U.S.C. § 9604(e), and Section 3007(a) of the Resource Conservation and Recovery Act (RCRA), 42 U.S.C. § 6927(a). EPA requires that you respond in writing within thirty (30) calendar days of your receipt of this letter.

The provisions in Section 104 of CERCLA, 42 U.S.C. Section 9604 and Section 3008 of RCRA, 42 U.S.C. Section 6928, authorize EPA to pursue penalties of up to \$27,500 per day for failure to comply with these provisions or failure to respond adequately to required submissions of information. In addition, providing false, fictitious or fraudulent statements or representations may subject you to criminal penalties under 18 U.S.C. Section 1001.

The information you provide may be used by EPA in administrative, civil, or criminal proceedings.

As used in this letter, the term "documents" means: writings (handwritten, typed or otherwise produced or reproduced); and includes, but is not limited to, any invoices, checks, receipts, bills of lading, weight receipts, toll receipts, correspondence offers, contracts, agreements, deeds, leases, manifests, licenses, permits, bids, proposals, policies of insurance, logs, books of original entry, minutes of meetings, memoranda, notes, calendar or daily entries, agendas, bulletins, notices, announcements, charts, maps, photographs, drawings, manuals, brochures, reports of scientific study of investigation, schedules, price lists, telegrams, teletypes, phono-records, magnetic voice or video records, tapes, summaries, magnetic tapes, punch cards, recordings, discs, computer printouts, or other data compilations from which information can be obtained or translated.

You are entitled to assert a claim of business confidentiality covering all or any part of the submitted information, in the manner described in 40 C.F.R. Section 2.203(b). Information subject to a claim of business confidentiality will be made available to the public only in accordance with the procedures set forth in 40 C.F.R. Part 2, Subpart B. If a claim of business confidentiality is not asserted at the time the required information is submitted to EPA, EPA may make this information available to the public without further notice to you.

This required submission of information is not subject to the approval requirements under the Paperwork Reduction Act of 1980, 44 U.S.C. Section 3501 et seq. Please respond in writing to this required submission of information within **thirty (30) calendar days** of your receipt of this letter.

Any questions you may have regarding the current status of this Site in the Superfund process can be directed to Tina Hennessy at the address listed below.

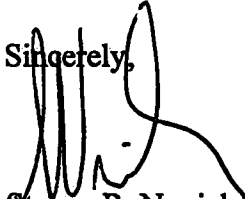
All documents and information should be sent to:

Tina Hennessy, Enforcement Coordinator  
U.S. Environmental Protection Agency  
Office of Site Remediation & Restoration  
One Congress Street, Suite 1100 (HBR)  
Boston, MA 02114-2023  
(617) 918-1216

Any legal questions may be directed to Kathleen Woodward, EPA Enforcement Counsel at (617) 918-1780.

We appreciate and look forward to your prompt response to this letter.

Sincerely,

A handwritten signature in black ink, appearing to read 'Steven R. Novick', written over the word 'Sincerely,'.

Steven R. Novick, Acting Chief  
Emergency Planning & Response Branch

cc: Gilberto Irizarry  
Tina Hennessy  
Kathleen Woodward

The following form of declaration must accompany all information submitted by Respondent in response to the Information Request:

**DECLARATION**

I declare under penalty of perjury that I am authorized to respond on behalf of

\_\_\_\_\_ and that the foregoing is complete, true, and correct.  
Respondent

Executed on \_\_\_\_\_, 19\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Type Name

\_\_\_\_\_  
Title [if any]

Following information applies to income and expenses during a year period: _____ to _____	Accounting method used _____
--	---------------------------------

Income		Expenses	
Gross receipts from sales, services, etc.	\$	36. Materials purchased	\$
Gross rental income		37. Wages and salaries of employees	
Interest		38. Wages/salaries/bonuses for officers, directors and stockholders	
Dividends		39. Rent	
Other income (Specify)		40. Installment payments (from line 29)	
		41. Supplies	
		42. Utilities / Telephone	
		43. Gasoline / Oil	
		44. Repairs and maintenance	
		45. Insurance	
		46. Current taxes	
		47. Other, including fees paid for services (Specify)	
<b>Total</b>	<b>\$</b>	<b>48. Total</b>	<b>\$</b>
		<b>49. Net difference</b>	<b>\$</b>

2. List all transferred real & personal property, including cash (by gift; by loan that was not at fair market terms; by sale for less than fair market value or made outside the normal course of business, etc.) that was made within the last 3 years (items of \$3,000.<sup>00</sup> or more):

Date	Amount	Property Transferred	To Whom	Conditions of Transfer
			(Indicate any relationship to business or its partners, directors, stockholders, or other controlling persons)	

Certification		
Under penalties of perjury, I declare that to the best of my knowledge and belief this statement of assets, liabilities, and other information is true, correct, and complete.		
51. Signature	52. Print Name / Title	53. Date



## Financial Statement for Businesses \*

(If additional space is needed, attach a separate sheet)

1. Business name and address (including zip code and county)	2. Business phone number ( )
3. Name and address of registered agent (including zip code and county)	4. (Check appropriate box) <input type="checkbox"/> Sole proprietor <input type="checkbox"/> Trust <input type="checkbox"/> Partnership <input type="checkbox"/> Other (specify) _____ <input type="checkbox"/> Corporation _____

5. Date of Incorporation (or country if foreign)	5a. Employer Identification Number	6. Date of Incorporation	7a. Type of business
			7b. SIC Code

Information about owner, partners, officers, directors, major shareholder (5% or more stock ownership), other holders of more than 5% equity interest, holders of rights to purchase more than equity interest and other persons with an ability to control.

Name and Title	Effective Date	Home Address	Social Security Number (optional)	Phone Number	Total Shares or Interest

## Section I General Financial Information

Last three years Federal and state income tax returns	Forms Filed	Tax Years ended	Net income before taxes
---	-------------	-----------------	-------------------------

Bank accounts (List all types of accounts including checking, savings, certificates of deposit, etc.)

Name of Institution	Address	Type of Account	Account No.	Balance
Total (Enter in Item 19)				

Bank Credit available (Lines of credit, etc.)

Name of Institution	Address	Credit Limit	Amount Owed	Credit Available	Monthly
Totals					

Location, box number, and contents of all safe deposit boxes rented or accessed.

This information is requested pursuant to Section 104(e) of the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. § 9604, and is not subject to approval of the Paperwork Reduction Act of 1980, 44 U.S.C. § 3501, et seq.

Real property.

Brief Description and Type of Ownership	Address (include county, state and parcel number)

Insurance policies owned with business as beneficiary

Name Insured	Company	Policy Number	Type	Face Amount	Available Loan Value
Total (Enter in Item 21)					

Additional Information (Court and administrative proceedings by or against the business, settlement agreements, agreements to purchase or sell tangible or financial assets other than in the ordinary course of business, legal claims [whether asserted or not], bankruptcies, repossessions, recent transfers of assets for less than full value, anticipated increases in income, options to buy or sell real or personal property, real or personal property being purchased under contract, real or personal property being held on behalf of the business).

List all subsidiaries owned, joint ventures, partnerships and other entities controlled by the business. Provide current market value of the business' interest in such subsidiary or other entity.

Federal government departments or agencies with whom you have a contract for payment of goods or services

Agency Name	Address	Contract No.	Amount to be Received	Payment Due Date

Federal government departments or agencies that have extended or given the business loans, grants or assistance, or to which you have applied (or anticipate applying for any loan, grant, or assistance) in the past 5 years.


Accounts/Notes receivable (Include loans to stockholders, officers, partners, etc.)

Agency Name	Address	Amount Due	Due Date	Status
Total (Enter in Item 20)				



Description (a)	Cur. Mkt Value (b)	Liabil. Bal. Due (c)	Equity in Asset (d)	Amount of Mo. Pymt. (e)	Name and Addr. Lien/Note Holder (f)	Date Pledged (g)	Date of Final Pymt. (h)
Cash on hand							
Bank accounts							
Securities and other financial assets owned							
Accounts/Notes receivable							
Insurance Loan Value							
Real property (from item 13)		a.					
		b.					
		c.					
		d.					
Vehicles (Model, year, license)	a.						
	b.						
	c.						
Machinery and equipment (Specify)	a.						
	b.						
	c.						
Merchandise Inventory (Specify)	a.						
	b.						
Other Assets (including permits, licenses, tax loss carry forwards, agreements not to compete, other contracts) (Specify)	a.						
	b.						
	c.						
	d.						
Other Liabilities (Include judgements, notes, tax liens, etc.)	a.						
	b.						
	c.						
	d.						
	e.						
28. Federal & State Taxes Owed							
29. Totals							

**SENDER:**

- Complete items 1 and/or 2 for additional services.
- Complete items 3, and 4a & b.
- Print your name and address on the reverse of this form so that we can return this card to you.
- Attach this form to the front of the mailpiece, or on the back if space does not permit.
- Write "Return Receipt Requested" on the mailpiece below the article number.
- The Return Receipt will show to whom the article was delivered and the date delivered.

I also wish to receive the following services (for an extra fee):

1. ☐ Addressee's Address

2. ☐ Restricted Delivery

Consult postmaster for fee.

## 3. Article Addressed to:

American Glue & Resin Inc.  
c/o Ms Cheryl Auterio  
1 Greenbriar Drive Suite 304  
North Reading MA 01864

## 4a. Article Number

P251 043389

## 4b. Service Type

- ☐ Registered ☐ Insured  
☒ Certified ☐ COD  
☐ Express Mail ☒ Return Receipt for Merchandise

## 7. Date of Delivery

1/19/99

## 5. Signature (Addressee)

## 8. Addressee's Address (Only if requested and fee is paid)

## 6. Signature (Agent)

Cheryl Auterio

UNITED STATES POSTAL SERVICE



Official Business

PENALTY FOR PRIVATE  
USE TO AVOID PAYMENT  
OF POSTAGE, \$300



Print your name, address and ZIP Code here

• TINA HENNESSEY USEPA  
1 CONGRESS ST. ST. 1100 HB12  
BOSTON MA 02114-2023

